

30 January 1970

MEMORANDUM FOR: Director of Training


SUBJECT : Weekly Report - 26 - 30 January 1970

A. COURSES


<u>COURSES IN PROGRESS</u>	<u>DATE</u>	<u>STUDENTS</u>
Clerical Refresher	12 Jan. - 6 Feb.	15
Midcareer	18 Jan. - 27 Feb.	33

B. ADMINISTRATIVE TRAINING

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 Senior Training Officer/CS, has promulgated a memo to all CS training officers reminding them of the existence of the Support School's Field Finance and Logistics Course and Administrative Procedures Course; has reviewed the objectives of these courses and suggests continued review of training plans prior to individual assignment to the field -- in particular he emphasizes the relevancy and essentiality of FF&L training for those who will be assigned in supportive roles to small stations and bases. ✓

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Chief, Support School
Office of Training

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